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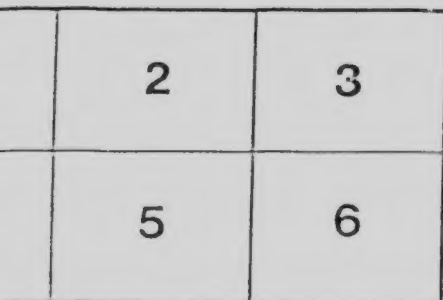
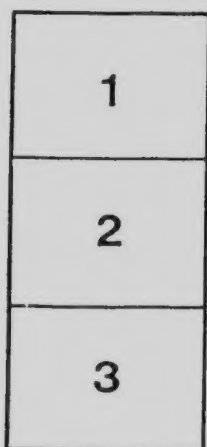
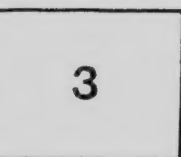
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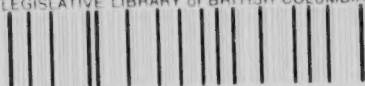
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BY-LAWS, RULES AND REGULATIONS

ROYAL INLAND HOSPITAL



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BY-LAWS

RULES AND REGULATIONS OF THE ROYAL INLAND HOSPITAL, KAMLOOPS, B. C.

BY-LAWS.

1. All by-laws, rules and regulations heretofore passed by the Board of Directors shall after the making of these by-laws, rules and regulations, be and are hereby repealed, but these shall not affect anything done or appointments made under such by-laws.

DIRECTORS.

2. The Directors shall immediately after the Annual Meeting of subscribers in each year proceed to elect a Chairman, and appoint a Treasurer, Secretary and Medical Officer.

3. The Directors shall hold a meeting at least once in every month. At such meeting five shall constitute a quorum.

4. Such meetings shall be called by printed, written or verbal notices specifying the day, hour and place of the proposed meeting, which shall be delivered or posted to each Director.

5. The Directors shall at each monthly meeting appoint a visiting Committee of two of their number who shall visit the Hospital at least once a week and give a report of its condition, internal management or any matter relating to the officers, servants or patients, or any matter of detail they may think necessary, to the Board at its next meeting.

6. In the event of the continuous absence of a Director from three regular meetings of the Board, except in case of sickness, or with the leave of the Board, he shall be declared disqualified by resolution of the Board and his office declared vacant.

7. They shall cause to be deposited all moneys received on account of the Hospital in the Canadian Bank of Commerce at Kamloops to the credit of the Royal Inland Hospital.

8. They shall not allow any money to be taken from such account but by a cheque signed by the Treasurer, and countersigned by the Chairman and no such cheque shall be signed but by the authority of the Board of Directors.

9. They shall appoint such officers and servants and pay such salaries and wages as they may think right, defining the duties of such officers and servants, directing all arrangements for the faithful and economical working of the Hospital and generally order and carry into effect such regulations from time to time as they may consider necessary or desirable.

10. They shall not allow to be admitted into the Hospital any violent or insane persons or any persons suffering from an infectious or chronic disease.

11. All meetings of the Board of Directors or subscribers shall be presided over by the Chairman, or in his absence by one of the Directors present, to be appointed for the occasion.

12. The Chairman shall convene a special general meeting of Subscribers upon a written request to such effect being addressed to him signed by at least ten Subscribers entitled to vote.

13. He shall be entitled to a casting vote only at all meetings over which he may preside.

14. He shall, with the Secretary, sign on behalf of

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the Corporation all deeds, contracts and instruments which the Directors may authorize to be executed or which the Corporation may be bound to execute.

TREASURER.

15. The Treasurer shall receive all moneys belonging to the Hospital and deposit the same in the Canadian Bank of Commerce at Kamloops, and all payments shall be made by cheque, signed by the Treasurer, and countersigned by the Chairman

16. He shall keep regular and strict accounts of all financial matters relating to the Hospital, submit a statement thereof monthly to the Board of Directors and make up the annual statement of the financial affairs of the Hospital to be laid before the Directors prior to the issue of the annual report.

SECRETARY.

17. The Secretary shall keep the minutes of all meetings of Directors and Subscribers and perform such services as the Board of Directors shall determine.

18. He shall keep in some safe place to be provided for the purpose all the books and documents the property of the Hospital.

19. He shall keep such books and accounts as the Board of Directors may from time to time direct.

20. It shall be his duty to notify each Director by printed, written or verbal notice of the time and place of each meeting of the Board.

21. He shall countersign all deeds, contracts and instruments which the Directors may authorize to be executed, or which the Corporation may be bound to execute, and shall affix the seal of the Corporation to such documents as may require it.

MEDICAL OFFICER.

22. A Medical Officer or visiting surgeon shall be

appointed by the Board of Directors on such terms and conditions and with such salary as they shall determine.

23. Except in cases otherwise provided for no Officers appointed by the Board of Directors shall be removed except at a meeting of the Board to be duly summoned and informed before hand of the special business of the meeting.

24. The Medical Officer shall have charge of all patients and be responsible for the carrying out of orders in reference to the treatment of patients. He shall see that the patients are properly nursed and attended to and that the wards are kept in a clean and satisfactory condition.

25. He shall examine and admit all patients into the Hospital subject to the regulations laid down by the Board of Directors and discharge all patients when cured.

26. He shall report fully to the Board of Directors on all matters under his charge and shall keep such books as the Board of Directors may from time to time direct.

27. He shall attend all monthly meetings of the Board of Directors when desired.

28. He shall be responsible for the conduct of the patients and shall have power to discharge any patient who persists in disregarding his orders, or who by his other actions or proceedings becomes an annoyance to the patients generally. In any such case he shall at once report his action to the Secretary in writing.

29. He shall daily visit all patients and different parts of the Hospital.

30. He shall attend all cases of sickness occurring among the nurses.

31. He shall be present at all operations except in the case of private patients, and see that the necessary preparations are made for the same.

DUTIES OF MATRON OR HEAD NURSE.

32. It shall be the duty of the Matron to take due care of the Hospital stores, supplies, furniture, bedding, cooking utensils, &c, and to see that the wards, kitchen, dining room, yard and all articles in use are kept clean and in good order.

33. To inspect during the day, wards, kitchen, etc., to see that everything is in proper order and to accompany the Medical Officer or visiting surgeon in his rounds.

34. She shall oversee all the patients and take care that the wards, apartments, beds, clothes, linen and other articles are kept clean.

35. She shall receive for safe keeping any money, valuables, clothing or other property belonging to the patients in the Hospital and make an inventory of the same in a book provided for the purpose.

36. She shall take particular care that no wine, spirits or other intoxicating liquors are used in the Hospital except by the direction of the Medical Officer for the use of patients.

37. When a patient is discharged she shall cause the name to be entered in the book provided for the purpose mentioning the patient as cured, relieved, incurable, or disorderly with the date of such discharge.

DUTIES OF NURSES.

38. Immediately on the admission of patients the nurse in charge shall attend to their cleanliness, giving them a bath, unless otherwise ordered by the attending Medical Officer.

39. They shall not administer medicines unless the same are plainly labelled and directed.

40. They shall not unnecessarily leave their respective wards or posts when on duty, and there shall be at

least one nurse on duty at all times. They shall render a willing obedience to all the orders of the attending Medical Officer.

41. No male servant shall be permitted to enter a ward when the same is occupied by a female patient, except under the instructions of the Matron.

42. A night and day report of the cases under treatment shall be kept by the nurse in charge.

43. All nursing and administering of medicine shall be done by the nurses.

44. Each nurse shall be under the control of and responsible to the Medical Officer in charge.

REGULATIONS FOR PATIENTS.

45. Every person desiring admission to the Hospital must make application either to his physician, who shall satisfy the Medical Officer that such a person is properly admissable, or to the Medical Officer in charge, who shall examine the applicant and decide whether to admit the same as a patient. Should the Medical Officer find any applicant not a proper case for treatment in the Hospital he may refuse to admit same.

46. In case of accident requiring immediate treatment patients may be admitted by any officer of the institution then present, whose action however shall be subject to the approval of the Medical Officer.

47. No patient shall be admitted whose case is judged to be incurable (unless there be urgent symptoms which in the opinion of the Medical Officer are capable of being relieved), nor any whose case does not require the particular benefits of the institution.

48. All patients shall be admitted as pay patients and shall be charged and liable to pay at the rate of fifteen dollars (\$15) per week for board, nursing, and druggist's supplies, if treated in a private ward,

and ten dollars (\$10) per week if treated in the public ward, provided, however, that if any patient shall remain in the Hospital for a period of five days or less, he or she shall be charged and be liable at the rate of two dollars and fifty cents (\$2.50) per day if treated in a private ward and two dollars (\$2.00) per day if treated in the public ward. Patients shall also be liable to pay for all drugs, medicines and serums other than such drugs, medicines and serums as are dispensed in ordinary hospital cases, and for all wines and spirituous liquors which may be used in their treatment. Any patient unable to pay medical fees shall be entitled to the free services of the Medical Officer in charge.

49. On admission into the Hospital every patient shall deposit all monies and articles of value in the hands of the Matron for safe keeping and deliver all baggage with the exception of such necessary clothing and other articles as may be required for immediate use, to the Matron.

50. Patients shall keep themselves clean and orderly and shall comport themselves decorously, quietly and in an orderly manner, and shall implicitly obey the medical officer and nurses.

51. Patients shall do all in their power to assist each other and shall, when able, give such assistance in the Hospital as may be required by the medical officer or Matron.

52. Patients shall not smoke in any of the wards, and shall not leave the Hospital without leave of the Medical Officer.

53. Any patient infringing any of the above regulations shall be liable to be discharged.

54. A copy of the regulations relating to patients and inmates shall be posted up in each ward or room of the Hospital.

